



Learning from the past to protect the future.

**Alabama Department of Public Health
State Team Meeting Minutes
Montgomery, AL
November 17, 2016**

State Team Members Present:

Harold Brown (Proxy-Commissioner Nancy Buckner-AL Dept of Human Resources)
Richard Burleson (ADPH Staff) (Proxy-Thomas Miller, M.D.- State Health Officer)
Acquanetta Knight (Proxy-Commissioner Jim Perdue-AL Dept of Mental Health)
Jerry Williams (Private Citizen)
Lt. Will Wright (Proxy-Colonel John Richardson-AL Law Enforcement Agency)
Bill Yates (Proxy-Gregory Davis, M.D.- Jefferson County Coroner/Medical Examiner)

Guests/Staff Present:

Aretha Bracy (ADPH Staff)\
Betsy Cagle (ADPH Staff)
Christy Cain (AL Children First)
Wendy Caraway (ADPH Staff)
Bob Hinds (ADPH Staff)
Andrea Love (ADPH Staff)
Melanie Lunsford-Johnson (ADPH Staff)
Chief Hal Taylor (AL Law Enforcement Agency)
Robin Taylor (Baldwin Local Coordinator)

Conference Call:

Scott Belton (Proxy-Director Michael Sparks-AL Department of Forensic Sciences)
Marian Loftin (Private Citizen)
Sallye Longshore (Private Citizen)
Kathy Monroe, M.D. (Medical Association of AL)
Chief Steven Parrish (AL Association of Chiefs of Police)
Michael Taylor, M.D. (UAB Dept of Peds Child Abuse Peds Division)

Call to Order

On November 16, 2016, at approximately 1:00 PM at the Alabama Industrial Development Training Center in Montgomery, Alabama, the Alabama Child Death Review System (ACDRS) State Team meeting was called to order by Aretha Bracy.

Welcome of Members and Guests

Ms. Aretha Bracy welcomed everyone and introductions were made by those in attendance and via telephone.

Old Business

State Team Membership Update

Ms. Bracy reported three vacant seats including representatives for the Alabama Department of Forensic Science, the Alabama Academy of Family Physicians, and the Alabama Sheriffs Association. Sheriff Bill Franklin has agreed to serve a second term and paperwork is pending from the Alabama Sheriffs Association's appointing authority.

Approval of Minutes

The minutes for the July 21, 2016 conference call meeting and the April 21, 2016 meeting could not be approved because a quorum was not present.

Case Status and Team Performance Report

Ms. Bracy provided a brief history of the local review process and reported on the team activity and performance for 2013 with 270 qualifying cases and 76% case completion rate; 2014 has 270 qualifying cases due for completion April 2017; 2015 has 275 qualifying cases due for completion April 2018. The program staff continues to provide assistance to local review teams in the review and completion of their cases.

ACDRS Annual Report

The Annual Report for 2012 Data is complete and a copy was provided for state team members at registration. Those members on the telephone and absent members will receive the Annual Report by mail. Any additional copies can be requested by contacting the office. The Annual Report for 2013 Data and future data reports will be analyzed, compiled, and printed by ADPH staff. Ms. Bracy applauded the University of Alabama Institute for Rural Health Research for their expertise and professionalism in the creation and production of data reports since the inception of the program.

Public Health Educator Report

Ms. Bracy reported on the success of the three Urkeys2drv Teen Driver Safety events held in Bessemer, Montgomery, and Florence. Over 600 students, 41 schools, and 23 counties were represented at the events. A committee meeting is scheduled in December to discuss plans for the 2017 events.

Ms. Bracy also reported on the child passenger safety clinics held at five fitting stations throughout the state. Child restraints are installed and/or checked and distribution of child restraints continues at these events while inventory lasts.

New Business

Legislative Update

Ms. Christy Cain gave an overview of the Budget Task Force meetings and the impact on Child Death Review interests. After a discussion of Earmarks, Tax Credits, State Agency budgets, and others, Ms. Cain agreed to update the state team on these efforts at the next meeting in January 2017.

Local Team Coordinator Presentations

Ms. Robin Taylor, the local review team coordinator for Baldwin County, presented on the structure and history of their local team. Ms. Taylor provided a handout of a sample agenda for case review, explained in great detail their confidentiality protocol and review process.

Mr. Jerry Williams, the local review team coordinator for Pike County and State Child Death Review Team member, reviewed the Local Team Guidelines and how these instructions apply to the structure and format of the review process.

Mr. Williams gave a comparison of the value of the instructional handbook as well as electronics and modern technology and how each guide a successful review process.

Ms. Taylor and Mr. Williams coordinate teams that meet 100% case completion rates annually, and their dedication and expertise is very much appreciated.

Injury Prevention Presentation

Richard Burleson, Director of the newly-formed Fatality Review Branch, explained how this new branch was split off from the Injury Prevention Branch and will serve as the new administrative home for ACDRS as well as the new Alabama Violent Death Reporting System (AVDRS). Melanie Lunsford-Johnson, AVDRS Program Manager, provided an overview of AVDRS and the CDC's National Violent Death Reporting System into which AVDRS will report.

2017 DRAFT Recommendations

The discussion was tabled to next meeting.

Proposed 2017 Meeting Dates

- Thursday, January 29, 2017
- Thursday, April 20, 2017
- Thursday, July 20, 2017 * (conference call)
- Thursday, October 19, 2017

Open Discussion

Dr. Michael Taylor gave an overview on the newly revised AAP Guidelines for SIDS and Other Sleep-Related Infant Deaths.

Executive Session (if necessary)

An executive session was not called during this meeting.

Adjourn

There being no further items on the agenda and no further discussion requested, without objection, the meeting was adjourned.